

**Paula L. Fleming**  
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## **FREELANCE COPY EDITOR**

- Experienced
  - Thorough
  - Deadline-oriented
  - Sensitive to authorial voice
  - Highly computer literate
  - Very familiar with *Chicago Manual of Style*, 15th edition, and *Publication Manual of the American Psychological Association*, 5th edition
  - Comfortable working with a variety of house styles
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## **EDITING EXPERIENCE**

- Nine years' freelance copyediting and proofreading experience
- Over 200 titles, including academic, scholastic, trade, and reference books. See <http://home.comcast.net/~paulafleming/WorkList.pdf> for complete listing.

### **Kaplan Publishing and Dearborn Financial/Trade, since September 2000**

[www.kaplanpublishing.com](http://www.kaplanpublishing.com)

- Trade books on medicine, law, business management, personal finance, real estate, and career development; scholastic books on test preparation and other subjects; reference books for academic and career planning

### **Sage Publishing and Corwin Press, since January 2007**

[www.sagepub.com](http://www.sagepub.com) / [www.corwinpress.com](http://www.corwinpress.com)

- Books on primary and secondary school teaching, organizational development, counseling, and social research

### **Barron's Educational Series, since February 2009**

<http://barronseduc.com>

- Test preparation books

### **American Library Association, 2007–2009**

[www.ala.org](http://www.ala.org)

- Guide to Reference, an online bibliographic resource of reference books for all subjects

### **HowStuffWorks (a division of Publications International), 2007–2008**

[www.howstuffworks.com](http://www.howstuffworks.com)

- Mobil Travel Guides: Copy editing and fact-checking

## EDITING EXPERIENCE (CONTINUED)

### **Rowman & Littlefield Publishing Group, 2007**

*www.rowmanlittlefield.com*

- Books on primary and secondary school teaching and organizational development

### **Various authors**

- Fiction and memoir: Copyediting and critiquing

## OTHER PROFESSIONAL EXPERIENCE

- Eighteen years' human resources management, organizational development, and strategic planning experience in for-profit, nonprofit, and cooperative sectors
- Numerous articles published in a variety of print and online magazines
- Numerous short stories published in a variety of print and online magazines

## EDUCATION

**MA in Industrial Relations**, University of Minnesota, Minneapolis, Minnesota  
3.9 GPA, *Phi Kappa Phi* Honors Society

**MA in European History**, Northwestern University, Evanston, Illinois  
Full fellowship

**BA in History**, Carleton College, Northfield, Minnesota  
National Merit Scholar, numerous other scholarships, admitted with honors

## REFERENCES

Available upon request.